



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION IWAKUNI, JAPAN
PSC 561 BOX 1861
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MCASO 6220.3B
SJA

JUN 18 2020

MARINE CORPS AIR STATION IWAKUNI ORDER 6220.3B

From: Commanding Officer, Marine Corps Air Station Iwakuni
To: Distribution List

Subj: MARINE CORPS AIR STATION IWAKUNI CORONA VIRUS DISEASE 2019 (COVID-19)
ORDER #3B (MASTER LABOR CONTRACT, INDIRECT HIRE AGREEMENT AND NON-
STATUS OF FORCES AGREEMENT CONTRACTORS)

Ref: (a) USFJ Public Health Emergency Declaration for Japan dtd 15 Apr 2020
(b) DoD Instruction 6200.03, Public Health Emergency Management within
the DoD dtd 28 Mar 2019
(c) IIIIMEF/MARFORJ COVID-19 Outbreak EXORD
(d) MCIPAC COVID-19 Outbreak EXORD 01-20
(e) MCASO 6220.1B

Encl: (1) Risk Assessment and Mitigation Plan
(2) Exemption request
(3) Sample Health Protection Measure

1. Purpose. The purpose of this Order is to provide guidance and direction for Master Labor Contract (MLC), Indirect Hire Agreement (IHA) and non-Status of Forces Agreement (SOFA) contractors regarding requirements and procedures that apply while working aboard or accessing Marine Corps Air Station (MCAS) Iwakuni.

2. Cancellation. MCASO 6220.3A.

3. Situation. On 15 April 2020 a Public Health Order was declared for MCAS Iwakuni to prevent and mitigate the spread of the Novel Corona Virus Disease 2019 (COVID-19). As a result, the number one priority is to protect the force. This COVID-19 Order #3 establishes measures to prevent MLC, IHA, and non-SOFA contractors from spreading COVID-19 in the workplace. Specifically, supervisors of MLC, IHA and Contracting Officers of non-SOFA contractors will assess their employees' activities and behaviors and mitigate risks associated with high risk activities that will protect the health and safety of MCAS Iwakuni.

4. Mission. To limit the risk of COVID-19 entering the base to the maximum extent possible while maintaining essential mission functions, life and emergency services, essential services, and command and control activities, to protect the force and ensure MCAS Iwakuni remains postured to support station and tenant missions.

5. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. In accordance with the references, MCAS Iwakuni will implement protective measures in order to prevent the spread of COVID-19 and protect the force. All MLC, IHA and non-SOFA contractors with access to MCAS Iwakuni shall do their part to mitigate the risk of COVID-19 transmission by practicing heightened hygiene measures, and avoiding

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activities that pose a heightened risk of exposure to COVID-19. The total commitment of everyone aboard the air station using personal integrity and discipline is required to contain the spread of the virus.

(2) Concept of Operations. Commanders, Department Heads, Officers-In-Charge, Directors, Supervisors and Contracting Officers will:

(a) Place non-mission essential MLC and IHA personnel in the appropriate duty status, and manage contractor requirements on base, to prevent crowding within workspaces and limit the potential for exposure. It is recommended that the number of non-mission essential employees returning to the workspace does not exceed 20 percent of the non-mission essential workforce.

(b) Implement telework, staggered reporting times, and/or other forms of alternative work schedules for designated mission essential MLC and IHA personnel to decrease attendance within workspaces and limit the potential for exposure.

(c) Assess the behaviors and activities of their MLC, IHA and non-SOFA contractors using enclosure (1) and mitigate identified risks of exposure to COVID-19 prior to the personnel having access to the base.

(d) Have candid conversations with every subject personnel to help determine any high risk activity or behavior. Explain why these mitigation measures are necessary and ensure the employee understands the intent of this Order. Explain to employees who have their access to base restricted that the restriction is necessary to protect the base and once the risk is mitigated they will resume base access.

b. Coordinating Instructions. Enclosure (1) is a tool to assess MLC, IHA and non-SOFA contractor risks. The subject personnel's supervisor and Contracting Officers should use all tools at their disposal to mitigate any risks, including telework, admin leave (if applicable), alternative work schedules, etc. The following activities and behaviors would place personnel at high risk, requiring the individual to take mitigation measures in order to access the base.

(1) High-risk travel.

(a) Any travel by MLC, IHA and non-SOFA contractors, or a family member in the same residence, outside the local area as defined by reference (e).

(b) Mitigation. Avoid travel to high-risk areas 14 days prior to base access.

(2) Non-compliance with individual protective measures.

(a) Reference (e) requires individuals to comply with protective measures to access the base.

(b) Mitigation. Comply with the references (i.e., no large gatherings, parties, bars, or other off-limit areas, etc.).

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(3) Use of Public Transportation not authorized in reference (e).

(a) This includes unauthorized transportation by public bus, train, airplane, taxi, boats, and ferries.

(b) Mitigation. Avoid using any unauthorized public transportation.

(4) High Risk off-base employment

(a) High Risk off-base employment (for individual or family member) means employees working in healthcare facilities to include nursing homes.

(b) Mitigation. Remain off base while engaging in high risk employment.

(5) Exemptions. Non-SOFA contractors performing construction-related work on the base under contract by Naval Facilities Engineering Command or United States Army Corps of Engineers, are not required to complete this risk assessment, enclosure (1), because the Commanding Officer (CO) has already approved the mitigation plan for their activities and behavior.

(6) Health Protection Measures. In Lieu of performing a Risk Assessment with an accompanying Mitigation Plan for Non-SOFA contractors, Department Heads may create Health Protection Measures for groups of base entrants. Health Protection Measures will be approved by the CO. Approved Health Protection Measures will be included when requesting visitor approval packages from Pass and Registration. Further, the Health Protection Measures must expressly list an oversight manager to ensure compliance. An example is included, enclosure (3).

(7) Note. **The previous high risk activity of children attending off base schools and off base childcare is no longer considered high risk; however, any heightened risk of exposure to COVID-19 could result in this activity being prohibited again.**

6. Administration and Logistics

a. If mitigation efforts are not effective to reduce the risks of an individual's exposure to COVID-19, and base access is mandatory for the mission, supervisors and Contracting Officers may provide a case-by-case mitigation plan to the Station Executive Officer, via their chain of command, for decision by the CO.

b. Tenant activities shall implement the requirements set forth in this Order to avoid their employees losing access to the base.

c. In the event that a directive from a Higher Headquarters conflicts with the guidance set forth in this Order, the more restrictive guidance applies.

d. Individuals have the obligation to immediately report the following activity to their supervisor. The purpose of this reporting obligation is to prevent the spread of COVID-19, not to punish individuals for self-reporting.

(1) Participation in an activity that is contrary to this Order.

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(2) When an individual is tested for COVID-19 or comes into close proximity of someone who was tested for COVID-19.

e. The Command Magistrate shall consider appropriate disease prevention responses in cases of alleged violations of this Order, other than when self-reported, by MLC, IHA and non-SOFA contractors.

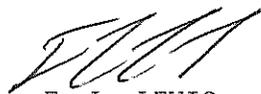
7. Command and Signal

a. Command. This Order is applicable to all MLC, IHA and non-SOFA contractors who access MCAS Iwakuni.

b. Signal

(1) This Order is effective beginning 19 June 2020 and shall remain effective until modified or rescinded.

(2) Questions regarding this Order shall be directed to the Iwakuni Counsel Office at frederick.congdon@usmc.mil or 253-5232.



F. L. LEWIS

Distribution: A/B/C